



Washington, D.C. 20505

6 March 2019

Philip J. Layfield
MuckRock News
DEPT MR 61637
411A Highland Avenue
Somerville, MA 02144-2516

Reference: P-2019-00072

Dear Mr. Layfield:

On 28 November 2018, the office of the Information and Privacy Coordinator received your 31 October 2018 letter on **Philip James Layfield**. Your request for information falls under the purview of the Privacy Act and has been assigned the reference number above. Please use this number when corresponding so that we can identify it easily.

The Privacy Act requires federal agencies to safeguard personally identifiable information about an individual. CIA's Privacy Regulations, Title 32 C.F.R. § 1901.13, establish the criteria below:

An individual seeking access to or amendment of records about himself shall provide in the letter of request his full (legal) name, address, date and place of birth, and current citizenship status together with a statement that such information is true under penalty of perjury or a notarized statement swearing to or affirming his identity. In the case of an individual who is an alien lawfully admitted for permanent residence, said individual shall provide his or her alien registration number and the date that status was acquired.

Although you have provided some of the identifying information required before we can effectively search our files on an individual, we still need additional data before we can begin processing your request. Without this data, we may be unable to distinguish between individuals with the same or similar names.

Specifically, we **require** your:

- ☐ **Full name**
- ☐ **Your current mailing address and/or phone number**
- ☒ **Date and/or place of birth**

✓ **Citizenship status**¹ Please state whether you are US citizen, a naturalized citizen, or a permanent resident alien. If you are a naturalized citizen, please provide your naturalization number and the date you acquired that number. If you are a permanent resident alien, please provide the date since you acquired that status and the permanent resident alien number.

☐ **Authorization to release information to another person**²

✓ **Statement under perjury**

✓ **Signature**

You may submit any additional information you wish to help us ensure that our search is as comprehensive and accurate as possible.

Additionally, unless you object, if our searches reveal that you have previously submitted requests for information to this agency, we will not provide copies of that correspondence and related documents since you should already have a copy from that previous case.

If we do not hear from you by 09 May 2019, we will close your request as it is not reasonably described.

Please send requested information to:

Information and Privacy Coordinator
Central Intelligence Agency
Washington, DC 20505

If you prefer to fax in your information, our facsimile is 703-613-3007.

Sincerely,



Allison Fong
Information and Privacy Coordinator

Enclosures

¹ Individuals submitting a request under the Privacy Act of 1974 must be a "citizen of the United States or an alien lawfully admitted for permanent residence", pursuant to 5 U.S.C. 552a(a)(2). Requests will be processed as Freedom of Information Act requests pursuant to 5 U.S.C. 552, rather than Privacy Act requests, for individuals who are not United States citizens or aliens lawfully admitted for permanent residence.

² This section is to be completed by a requester who is authorizing information relating to him/herself to be released to another person. The requester should provide the name and address to who records should be released, along with, a statement authorizing the CIA to release any and all information relating to me to the specified individual.



Central Intelligence Agency
Information and Privacy Coordinator
Washington, DC 20505 Fax (703) 613-3007

PRIVACY ACT - CERTIFICATION OF IDENTITY

Privacy Act Statement: In accordance with 32 CFR Section 1901.13 personal data to identify the individual submitting requests by mail or by electronic means under the Privacy Act of 1974, 5 U.S.C. Section 552a, is required. The purpose of this form is to ensure that the records of individuals are not wrongfully disclosed by Central Intelligence Agency (CIA). Requests will not be processed if all of this information is not furnished. False information on this form may subject the requester to criminal penalties under 5 U.S.C. Section 552a(i)(3).

Your Full Name (Last, First, Middle) – Mr/Mrs/Ms: _____

Any Other Names Used? _____

Your Current Mailing Address & Phone: _____

Date of Birth: ____ / ____ / ____ Place of Birth (City and State): _____
Month Day Year

CITIZENSHIP STATUS¹ (Please Check One)

____ US Citizen Social Security Number² ____ - ____ - ____ Other Country: _____
OR

____ Naturalized Citizen as of ____ / ____ / ____ Naturalization #: _____
Month Day Year
OR

____ Permanent Resident Alien as of ____ / ____ / ____ PRA # _____
Month Day Year

Specific Records of Interest: _____

Authorization to Release Information to Another Person: This section is to be completed by a requester who is authorizing information relating to him/herself to be released to another person. Furthermore, pursuant to 5 U.S.C. 552a(b), I authorize the CIA to release any and all information relating to me to the following:

Print name and address to who records should be released

Statement Under Perjury: I declare under penalty of perjury under the laws of the United States of America that the foregoing is true and correct, and that I am the person named above, and I understand that any falsification of this statement is punishable under the provisions of 18 U.S.C. Section 1001 by a fine of not more than \$10,000 or by imprisonment of not more than five years or both, and that requesting or obtaining any record(s) under false pretenses is punishable under the provisions of 5 U.S.C. 552a(i)(3) by a fine of not more than \$5,000.

Signature: _____ Date: _____

¹ Individual submitting a request under the Privacy Act of 1974 must be "a citizen of the United States or an alien lawfully admitted for permanent residence", pursuant to 5 U.S.C. 552a(a)(2). Requests will be processed as Freedom of Information Act requests pursuant to 5 U.S.C. 552, rather than Privacy Act requests, for individuals who are not United States citizens or aliens lawfully admitted for permanent residence.

² Providing your Social Security Number is voluntary. You are asked to provide your Social Security Number only to facilitate the identification of records relating to you. Without your Social Security Number, we may be unable to locate any or all records.